

AGIC 2020 Conference Committee Meeting Notes
Thursday, May 21, 2020
10:00 am

In Attendance:

Kevin Blake
Robert Bush
Jami Dennis
Shawny Ekadis
Seth Franzman
Nicole Funicello
Jason Howard
James Lambert
Shea Lemar
Jenna Leveille
Aryn Musgrave
Jennifer Psillas
Aparna Thatte
Cheryl Thurman
Mike Walck
Steve Whitney
Troy Wiora

Committee coordination and meeting operation:

- No discussion.

Action Items:

None.

Outreach Committee Report:

- No discussion.

Action Items:

None.

Budget:

- No discussion.

Action Items:

None.

Venue coordination:

- Dates –
 - Looking at October 20 – 23.
- The Council approved holding a virtual conference in place of in-person.
- Book the Prescott Resort for 2021? –
 - They will hold the dates without a contract.
 - Looking at Sep. 13 -17, 2021.
 - Look at changing the pandemic verbiage for canceling the conference and contract, e.g. bring it down to the State level
- Land has 2 WebEx accounts, with a maximum of 1,000 attendees each.
 - Includes WebEx Event (which may allow up to 5,000 participants) and WebEx Training extensions –
 - Breakout rooms, muting everybody except the presenter, presenter has access to things like a whiteboard.
 - Some of these features will get tested by other AGIC groups prior to the conference.
- Provide a FAQ for participants (and presenters), that covers the use of WebEx (e.g. phone in, as opposed to computer A/V).

Action items:

Jenna – Follow up with the meeting planners re: the PO

Steve – Modify the contract verbiage for cancelling the conference.

Website:

- No discussion.

Action Items:

None.

Agenda & speaker coordination:

- Potential sponsors have expressed interest in doing a webinar.
- A topic idea that was suggested is the use of GIS for COVID-19 tracking, and the ethics involved.
- Poll the past participants and AGIC-L for what folks would like to see at the conference, and then base sponsor presentations on the results.
- Timeframe –
 - 2 weeks, with half-days, alternating between morning and afternoon? -> No
 - May be too long.
 - Would be difficult for both participants and committee members to schedule into their work responsibilities.
 - Base it on the presentations that we get.

- Condensing it to something like a solid 3-day timeframe would feel more like a conference.
 - Hold the targeted sessions (e.g. UAS, LiDAR, 911, etc.) somewhat separate from the “regular” conference? -> No
 - May not be what these groups have in mind, and would be more along the lines of targeted times within the “regular” conference
- The LiDAR group is planning an all-day event, from 9 – 2:30, so we should get some feel for how engaged folks stay during the day.
- Break ideas –
 - Chair yoga
 - Paper airplane building
 - Trivia
- Presentation/technical workshop format –
 - From recent experience with virtual events, a mix of slides and live presentations have worked.
 - Going virtual provides more flexibility for the formats.
 - For live presentations, we should still emphasize keeping within the time limits.
 - We will still need moderators.
 - Will still need copies of presentations, as backup.
- Proceed to call for presentations/technical workshops to gauge the amount presentations that we will get.
 - Include hands-on?
 - Try to include them, and not just limited to “vendors”.
 - Will be a bit more challenging to ensure that the participants have the required software/content on their computers.
 - Include presentation type, e.g. slides, live, hands-on, etc.
 - Ask if presenters will have any limitations in using WebEx.
- Include lightning rounds?
 - Consider mixing in one or two lightning talks with the regular presentations.
 - Try and do these as a pre-recorded video? -> Yes
- Keynote speakers –
 - Jack Dangermond and Lisa Atkins are on board.
- Need to consider networking opportunities.

Action Items:

Jami – Develop a survey for participants to provide feedback on logistics and content.

Jami – Prepare the call for presentations/technical workshops.

Exhibitor/sponsor participation:

- Sanborn (Mary Hurley/Jason Caldwell) is interested in virtual sponsorship, and would like to do a webinar.
- How do we approach sponsorship?
 - Learn from the LiDAR workshop –
 - No direct payments to AGIC, in this case.
 - Sponsor is responsible for any prizes/
 - Participants are provided the list of sponsors, along with any materials.
 - Some of the sponsors are presenters.
- Ask the vendors how they would like to participate, which will help us in our planning efforts.

Action Items:

Jami/John/Jen – Coordinate to produce a survey for sponsors.

Steve – Talk to John/Jen regarding this.

Materials and mail-outs:

- No discussion.

Action Items:

None.

Registration:

- No discussion.

Action Items:

None.

Maps & Apps Challenge:

- No discussion.

Action Items:

None.

Awards:

- Virtual door prizes –
 - How to 'visit' exhibitors and still do a drawing and send out prizes.

Action items:

None.

Printing:

- No discussion.

Action items:

None.

Computer labs:

- No discussion.

Action items:

None.

Conference program:

- No discussion.

Action items:

None.

T-shirts:

- People said they would buy t-shirts so we might want to consider making one and doing pre-orders. Shipping would be a pain though.

Action items:

None.

Attendee Packet:

- No discussion.

Action Items:

None.

Social Events:

- Ideas –
 - Trivia.
 - Virtual hospitality suite.
 - 5k Virtual Fun Run.

Action Items:

None.

General:

- No discussion.

Action Items:

None.